

Telephone (202) 343-3200 Facsimile (202) 566-5001 E-mail: dcrb@dc.gov

# **OPEN SESSION**

# Notice of Virtual Board Meeting Joseph M. Bress, Chair Thursday, March 17, 2022 1:00 P.M.

34/ LE 54 -:	<u>Telephone:</u>	Conference Access Code:	Meeting Password:
WebEx Meeting	650-479-3208	2307 923 2557	4YaSTtZpu62

# **AGENDA-REVISED**

1:00 PM	OPEN SESSION CALL TO ORDER AND ROLL CALL	
	APPROVAL OF BOARD MEETING MINUTES ACTION ITEM  APPROVAL OF OPEN SESSION MEETING MINUTES FOR FEBRUARY 17, 2022	TAB 2
	CHAIR'S COMMENTS-ACTION ITEM  ➤ CERTIFICATION OF ACTIVE FIREFIGHTER WINNER	Тав 3
	EXECUTIVE DIRECTOR'S REPORT	<b>TAB 4</b>
	LEGAL DEPARTMENT REPORT	<b>TAB 5</b>
1:15 PM	Investment Committee Report	TAB 6
	OPERATIONS COMMITTEE REPORT	<b>TAB 7</b>
	AUDIT COMMITTEE REPORT-ACTION ITEM  ➤ CROWE LLP \$500K APPROVAL	TAB 8
	BENEFITS COMMITTEE REPORT	Tab 9
	LEGISLATIVE COMMITTEE REPORT	<b>TAB 10</b>
2:00 PM	OTHER BUSINESS-EXECUTIVE SESSION	TAB 11
	MOTION: TO ENTER CLOSED SESSION TO DISCUSS PERSONNEL MATTERS PURSUANT TO D.C. CODE § 1-909.05(E); SEE ALSO D.C. CODE § 2-575(B) (10)).	
3:00 PM	ADJOURNMENT	<b>TAB 12</b>



# DISTRICT OF COLUMBIA RETIREMENT BOARD (DCRB) OPEN BOARD MEETING MINUTES THURSDAY, February 17, 2022 1:00 P.M.

### **MEMBERS PRESENT**

Joseph W. Clark, Chair Lyle M. Blanchard (joined at 1:08 p.m.)

Joseph M. Bress Mary A. Collins Geoffrey P. Grambo Danny C. Gregg Tracy S. Harris Nathan A. Saunders Greggory Pemberton

Adam Weers Carmen Pigler, Ex officio

### MEMBER NOT PRESENT

# DCRB STAFF PRESENT

Gianpiero "JP" Balestrieri, Executive Director

Betty Ann Kane Ram Murthy Patrick Sahm Munetsi Musara Daniel Hernandez Vernon Valentine Darrell Pressley Leslie King Lori Morgan Rashelle Anderson Paralee Armstrong

Wukyanos Gebremeskel Johniece Harris, Board Liaison

### **OTHERS PRESENT**

Gar Chung, Financial News

### **ROLL CALL**

Chair Joseph Clark called the meeting to order at 1:06 p.m. and Ms. Johniece Harris called the roll.

### APPROVAL OF MINUTES

Chair Clark introduced motions to approve the open session Board meeting minutes.

Motion #1: To approve the January 20, 2022, open session Board meeting minutes.

The motion was moved by Trustee Tracy Harris and properly seconded by Trustee Mary Collins. The motion was approved by unanimous vote (9-0). (See Tally #1)

Tally #1	Date: February 17, 2022						
Motion #1: To approve the January 20, 2022, open session Board meeting minutes.							
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent		
Clark, Joseph W., Chair	$\sqrt{}$						
Blanchard, Lyle M.							
Bress, Joseph M.	$\sqrt{}$						
Collins, Mary A.	$\sqrt{}$						
Grambo, Geoffrey P.							
Gregg, Danny C.	$\sqrt{}$						
Harris, Tracy S.	$\sqrt{}$						
Pemberton, Greggory J.	<b>V</b>						
Saunders, Nathan A.	$\sqrt{}$						
Weers, Adam	$\sqrt{}$						

### **CHAIR REPORT**

Chair Clark stated that there is no written report. He then gave an oral presentation to the Trustees commenting on the following topics:

- The Trustee conference and training listing is available for viewing by Trustees in the Diligent Board book.
- Acknowledgement of everyone's hard work in preparing and delivering the Actuarial Certification Letters to Chair of the Council, Chairman Phil Mendelson, and Mayor Muriel Bowser.
- Reappointment of Carmen Pigler, Ex-Officio representing the Chief Finance Office.
- Recognized the new leadership of Gianpiero "JP" Balestrieri, Executive Director, and staff with making great progress on several issues since his arrival in September 2021.

Chair Clark concluded his report and moved to the next item on the agenda.

### **EXECUTIVE DIRECTOR'S REPORT**

Executive Director Balestrieri gave an oral presentation to the Trustees on the following topics:

- The Executive Director announced the full-time employees that were added and other agency activities since January Board meeting.
  - The Benefits Department has hired a Retirement Services Supervisor as
    of January 31, 2020, who was an internal Retirement Analyst; a Member
    Services Representative as of February 14; and a Senior Investment
    Strategist as of January 18. Also, an offer has been made to bring on a
    second Senior Investment Strategist.
  - o The Procurement Office has been fully formed with new hires, Rashelle

Anderson, as Supervisor Contracting Officer, and a Contract Specialist who be joining the agency on February 28.

Munetsi Musara, Chief Financial Officer, welcomed Ms. Anderson, whom he stated brings a strong background of procurement experience to DCRB and will be a great asset to the Finance team. Rashelle Anderson introduced herself to the Trustees and stated she looks forward to partnering with everyone to ensure the execution of procurement and moving DCRB's mission forward.

Trustee Blanchard asked Ms. Anderson where she worked prior to joining DCRB. Ms. Anderson responded that she previously worked at the Office of Contracting and Procurement (OCP), while supporting Health and Human Services (HHS), and has 23 years of experience.

- DCRB is ahead of schedule on the Annual Financial Report that is due March 31. The report should be sent to WatsonRice within the next couple of weeks.
- Signed off on behalf of DCRB as a signatory member of ILPA, supporting legislation that seeks the FCC rule making action, to require quarterly fees and expense reporting by private fund advisors. DCRB has drafted a Request for Proposal (RFP) for a vendor to provide investment fee validation and tracking services. The purpose is to have a tracking system for direct and indirect public and private manager fees, expenses, terms, and conditions, and increase transparency on a timely and periodic basis. The RFP is expected to be issued in the 2<sup>nd</sup> quarter of 2022.

Trustee Saunders asked why is there no written Executive Director's report provided? Mr. Balestrieri responded that his oral report is reflected in the Board meeting minutes. Trustee Collins stated that prior practice dictates that a written report should be given by the Chair of the Board and the Executive Director. Chair Clark added the record would reflect that the Board should receive an Executive Summary of the Executive Director's report. Mr. Balestrieri noted that he puts together a report at least seven days prior to the meeting of everything his team has worked on up onto the day of the Board meeting, to ensure a full status report is provided. Trustee Collins responded that it serves the Trustees better to have a written report in advance oppose to waiting for the minutes to be posted on the DCRB website. The Executive responded that he would provide an outline of the key items he will focus upon at each board meeting.

The Executive Director concluded his report and moved to the next item on the agenda.

### INVESTMENT COMMITTEE REPORT

Committee Chair Bress stated that the Investment Committee did not meet on Thursday, February 17, 2022, so there is no report.

The next Investment Committee meeting will be held on March 17, 2022.

Chair Clark concluded the written report and moved to next item on the agenda.

### **OPERATIONS COMMITTEE REPORT**

Committee Chair Nathan Saunders referred the Trustees to the written report provided in the Diligent Board book and noted there were no action items. He then highlighted several items in his report.

- Chair Saunders discussed the Committee's work on the proposed revisions to the agency's Procurement Rules which are directly aligned with the hiring of DCRB's new procurement position with the work through Betty Ann Kane and the Executive Director.
- The Supervisory Contract Specialist position vacated in August 2018 was filled as of February 17, 2022.
- Memorandums of Understanding (MOUs) with OCTO have been completed and DCRB's organizational chart was provided to trustees for review.

Committee Chair Saunders asked what the dotted line going from the Board to the General Counsel indicate on the organizational chart. Mr. Balestrieri responded that in the ordinary course of business the General Counsel reports to the Executive Director and provides legal services, advising to the agency as a whole and departments as internal clients on different legal issues, as it relates to contracts, procurement, RFP's, litigation matters, investments, finance, and other divisions. The dotted line coming from the Board to the General Counsel is to display that the General counsel, upon consultation, review and approval with the Executive Director, will inform and advise Trustees on corporate governance and fiduciary issues. The main objective is to assure the Trustees have the informed consent to exercise their fiduciary obligations to the agency.

Committee Chair Saunders responded that the dotted line and the organizational chart has some implications for the Trustees as well to ensure the relationships are reciprocal and making sure certain things are handled by General Counsel.

Committee Chair Saunders concluded his written report and moved to next item on the agenda.

### AUDIT COMMITTEE REPORT

The Audit Committee met February 11, 2022. Chair Clark referred the Trustees to the written report provided in the Diligent Board book.

The next Audit Committee meeting will be held on March 11, 2022.

Chair Clark commended the finance team, Executive Director, and staff for all the work that has been done to close the financial books for last year.

Committee Chair Harris acknowledged the Executive Director, Mr. Munetsi, and his team for making the process seamless and flawless. Trustee Harris also commented on the organizing and structuring of the Finance Department to getting the procurement authority back and resolving outstanding issues.

Trustee Adam Weers stated he found all the materials presented in the Audit committee meeting very useful, especially the detailed presentation on the investment management fees.

Chair Clark concluded the written report and moved to the next item on the agenda.

### BENEFITS COMMITTEE REPORT

Committee Chair Collins referred the Trustees to the written report provided in the Diligent Board book. She then highlighted several items in the report.

Committee Chair Collins stated that police and fire members hired before November 10,1996 will receive the 7.0% COLA increase and those hired after November 10, 1996, will receive 3.0% COLA increase effective April 1, 2022. Teachers hired before November 1, 1996, will receive 7.8% and after November 10, 1996, will receive 3.0% COLA increase effective April 1, 2022. The COLA end-year calculations for Police and Fire are October 30, and Teachers' calculations are on December 31.

The self-service project is on track with the timeline given for participants to view information and make changes. Also, the benefit statement project is being well received by active personnel, participants, and beneficiaries. DCRB Pension Administrator Daniel Hernandez will provide a presentation on the Medicare Advantage program, which has very detailed information. There were three statistics presented over a three-year period on retirement, call center, and records. The Benefits Department is almost fully staffed with the help and support of the Operations team, Human Resources, and the Executive Director.

Committee Chair Collins concluded her written report and Trustees moved to next item on the agenda.

### LEGISLATIVE COMMITTEE REPORT

Chair Clark stated there was no written report this month and asked Committee Chair Blanchard if his has any comments. Committee Chair Lyle Blanchard stated that the Performance Hearing is scheduled for Friday, February 25, from 10:30 a.m. – 3:00 p.m.

Betty Ann Kane stated that DCRB is scheduled to testify at the Budget Hearing on March 22, 2022.

Committee Chair Blanchard asked if a draft of the questions could be sent to review before the hearing. Mr. Balestrieri responded that a draft will be provided.

Committee Chair Blanchard concluded his written report and Trustees moved to next item on the agenda.

Chair Clark made the following motion to close the meeting at 2:00 p.m.

Motion #2: Pursuant to DC Code§2-575(B)(4)(A), to close the Board meeting to consult with an attorney for legal advice and preserve the attorney-client privilege.

The motion was moved by Trustee Geoffrey Grambo and properly seconded by Trustee Collins. The motion was approved by unanimous vote (10-0). (See Tally #2)

Tally #2	Date: February 17, 2022						
Motion #2: Pursuant to DC Code§2-575(B)(4)(A)), to close the Board meeting to consult with an							
attorney for legal advice and preserve the attorney-client privilege.							
Members	Aye	Nay/	No	No	Absent		
Members		Oppose	Vote/	Vote/	Absent		
			Abstain	Recuse			
Clark, Joseph W., Chair	V						
Blanchard, Lyle M.	V						
Bress, Joseph M.	V						
Collins, Mary A.	V						
Grambo, Geoffrey P.	V						
Gregg, Danny C.	V						
Harris, Tracy S.	V						
Pemberton, Greggory J.	V						
Saunders, Nathan A.	<b>V</b>						
Weers, Adam	1						

### [Redacted: minutes of the closed session are redacted, except for the Board elections.]

Chair Clark called for nominations to fill the Chair of the Board position.

Trustee Greggory Pemberton nominated Chair Clark; however, he declined the nomination.

Trustee Danny Gregg nominated Trustee Bress to fill the Chair of the Board position.

Trustee Nathan Saunders nominated himself to fill the Chair of the Board position.

Chair Clark introduced a motion to nominate Trustee Joseph Bress and Trustee Nathan Saunders to fill the position as Chair of the Board.

<u>Motion #3</u>: To close the nominations and add Trustee Joseph Bress and Trustee Nathan Saunders to the ballot as nominees for the position of Chair of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Tracy Harris. The motion was approved by unanimous vote (10-0). (See Tally #3)

Tally #3:			Date: February 17, 2022		
Motion #3: To close the nominations and add Trustee Joseph Bress and Trustee Nathan Saunders to the ballot as nominees for the position of Chair of the Board.					
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent

Clark, Joseph W., Chair			
Blanchard, Lyle M.	V		
Bress, Joseph M.			
Collins, Mary A.	V		
Grambo, Geoffrey P.	V		
Gregg, Danny C.	V		
Harris, Tracy S.			
Pemberton, Greggory J.	V		
Saunders, Nathan A.	V		
Weers, Adam			

Chair Clark called for nominations to fill the Vice-Chair/Secretary of the Board position.

Trustee Greggory Pemberton nominated Trustee Danny Gregg to fill the Vice-Chair/Secretary position.

Chair Clark introduced a motion to nominate Trustee Danny Gregg to fill the position as Vice-Chair/Secretary of the Board.

<u>Motion #4</u>: To close the nominations and add Trustee Danny Gregg to the ballot as a nominee for the position of Vice-Chair/Secretary of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Joseph Bress. The motion was approved by unanimous vote (10–0). (See Tally #4)

Tally #4:	Date: February 17, 2022							
Motion #4: To close the nominations and add Trustee Danny Gregg to the ballot as a nominee for the								
position of Vice-Chair/Secretary	y of the Bo	oard.						
Members	Avia	Nay/	No Vote/	No Vote/	Absent			
Wembers	Aye	Oppose	Abstain	Recuse	Ausent			
Clark, Joseph W., Chair	1							
Blanchard, Lyle M.	1							
Bress, Joseph M.	1							
Collins, Mary A.	1							
Grambo, Geoffrey P.	1							
Gregg, Danny C.	<b>V</b>							
Harris, Tracy S.								
Pemberton, Greggory J.	<b>V</b>							
Saunders, Nathan A.								
Weers, Adam	<b>V</b>							

Chair Clark called for nominations to fill the Treasurer/Audit Committee Chair of the Board position.

Trustee Danny Gregg nominated Trustee Tracy Harris to fill the Treasurer/Audit Committee

Chair position.

Chair Clark introduced a motion to nominate Trustee Tracy Harris to fill the position as Treasurer/Audit Committee Chair of the Board.

**Motion #5:** To close the nominations and add Trustee Tracy Harris to the ballot as a nominee for the position of Treasurer/Audit Committee Chair of the Board.

The motion was moved by Chair Clark and properly seconded by Trustee Bress. The motion was approved by unanimous vote. (10-0). (See Tally #5)

Tally #5:			Date: February 17, 2022				
Motion #5: To close the nominations and add Trustee Tracy Harris to the ballot as a nominee for the							
position of Treasurer/Audit Con	nmittee Ch	air of the Boa	rd.				
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent		
Clark, Joseph W., Chair	V						
Blanchard, Lyle M.	V						
Bress, Joseph M.	1						
Collins, Mary A.	V						
Grambo, Geoffrey P.	<b>V</b>						
Gregg, Danny C.	V						
Harris, Tracy S.	V						
Pemberton, Greggory J.	V						
Saunders, Nathan A.	V						
Weers, Adam	V						

Chair Clark stated that the position of Treasurer will be received by Trustee Tracy Harris with 12 votes. The position of Vice-Chair will be received by Trustee Danny Gregg with 11 votes and the position of Chair of the Board will be received by Trustee Joseph Bress with 7 votes and Trustee Nathan Saunders 5 votes.

Trustee Mary Collins stated we don't have 12 members present only 11 members present.

Chair Clark asked Ms. Johniece Harris to verify how many members voted.

Trustee Geoffrey Grambo responded that he voted twice, once on the long form and once on the short form and that's where the 1 extra vote came from.

Trustee Nathan Saunders asked if 1 member voted twice, would that change the votes for Trustee Joseph Bress to receive 6 votes and Trustee Nathan Saunders to receive 6 votes?

Trustee Greggory Pemberton responded that the vote would be 6 to 5.

Chair Clark stated that he will be signing off on all requests to attend any travel/training.

Trustee Mary Collins reminded the Trustees to fill out the registration form to attend the CII conference. There is no registration fee.

Trustee Nathan Saunders asked that the record reflect an error occurred during the Board Officers Election voting process.

Chair Clark responded that the record should reflect that a total of 11 trustees voted, and it was concluded that the Chair of the Board position final vote was Trustee Joseph Bress with 6 votes and Trustee Nathan Saunders with 5 votes. The Vice-Chair/Secretary position, there was 11 votes casted and is consistent with the number of Trustees present and the Treasurer/Audit Committee Chair position, there were 11 votes cast and that is consistent with the number of Trustees present.

Trustee Harris extended her gratitude for everyone's confidence in her and to vote in the CII Board elections, because she is on the ballot.

Trustee Collins stated that the Executive Director receives the ballot and casts the vote, there are 10 positions on the ballot and 9 positions need to be filled.

Closed Session: From 2:00 p.m. to 3:31 p.m.

Motion #6: To return to open session at 3:31 p.m.

The motion was moved by Trustee Geoffrey Grambo and properly seconded by Trustee Collins. The motion was unanimously approved (10-0). (See Tally #6)

Tally #6:			Date: February 17, 2022				
Motion #6: To return to open session at 3:31 p.m.							
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent		
Clark, Joseph W., Chair							
Blanchard, Lyle M.	1						
Bress, Joseph M.	<b>√</b>						
Collins, Mary A.	1						
Grambo, Geoffrey P.	<b>√</b>						
Gregg, Danny C.	<b>V</b>						
Harris, Tracy S.							
Pemberton, Greggory J.	<b>V</b>						
Saunders, Nathan A.							
Weers, Adam	<b>V</b>						

There being no further business to come before the Board of Trustees, Chair Clark introduced a motion to adjourn the meeting.

# Motion #7: To adjourn the meeting at 3:32 p.m.

The motion was moved by Trustee Adam Weers and properly seconded by Trustee y Harris. The motion was unanimously approved (10-0). (See Tally #7)

Tally #7:			Date: February 17, 2022		
Motion #7: To adjourn the m	eeting at 3:3	32 p.m.	l		
Members	Aye	Nay/ Oppose	No Vote/ Abstain	No Vote/ Recuse	Absent
Clark, Joseph W., Chair	V				
Blanchard, Lyle M.	V				
Bress, Joseph M.	V				
Collins, Mary A.	V				
Grambo, Geoffrey P.	V				
Gregg, Danny C.	V				
Harris, Tracy S.	V				
Pemberton, Greggory J.	V				
Saunders, Nathan A.	V				
Weers, Adam	V				



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# Chair's Report March 17, 2022

TOPIC	UPDATE				
In Person Board Attendance	We should consider meeting again in person for the May meeting. I would ask the Trustees to weigh in on that by letting JP and me know your opinion on that. Of course, if events require us to continue virtual meetings, we would do that.				
Updates on Investments	Today it goes without saying that our work has become more important in light of the recent world events in Ukraine and the impact of the US, British and European sanctions. While, as Patrick will tell us, our exposure to Russian related investments are small, the entire market has been impacted by these events. The efforts to determine new investments and review those we already have, in light of this new environment, will require us to take care in what we decide as well as being ready to act expeditiously.				
Financial Disclosures Statements	Remember that our financial disclosure statements will be due May 2, 2022. To have your statement notarized by staff, please have your completed statement in the Office by the Friday before. We will not have to include our home address on the form as requested by Trustee Pemberton.				
Chair Committee Appointments	I have appointed the chairs of our committees for the next year:  a. Adam Weers — Investment Committee b. Mary Collins — Benefits Committee c. Nathan Saunders — Operations Committee d. Lyle Blanchard — Legislative Committee i. Greggory Pemberton — Vice Chair e. Tracy Harris will serve as chair of the Audit Committee by virtue of her elected position.				
	Before appointment of Trustees to each of these Committees, I ask you to let me know your preferences for Committee appointments.				

### Other

### For your information:

Next Board Meeting: The next meeting will be held on Thursday, April 21, 2022

### **Boardroom Telephone Numbers:**

### For virtual meetings:

JP Balestrieri, Executive Director, DCRB at 202-343-3228 Johniece Harris, Board Liaison, DCRB at 202-343-3228

➤ **Quorum:** To assure maximum participation at meetings, DCRB's Office Management Staff will contact Trustees prior to each meeting.

### As a reminder:

- ➤ <u>Electronic Participation</u>: WebEx information is sent to all Trustees prior to all Board and Committee meetings. If you do not receive this information prior to the scheduled meeting, please contact Johniece Harris by email at <u>Johniece.harris@dc.gov</u>
- ➤ <u>Member Complaints</u>: Trustees who receive questions or complaints from members on issues administered by DCRB should contact the Executive Director and the Department Chief, who is responsible for issue resolution.
- Remote Participation Voice Vote: Since it is difficult to hear the votes of those participating remotely, I will specifically ask for a voice vote from Trustees attending a remote meeting.

### **Use of DCRB-Provided Laptops**

DCRB issued laptops provide access to your official government email account and the Board portal, Diligent. The laptop must only be used for official government purposes. Please do not use it for personal reasons, such as pictures, media, and apps.





March 2, 2022

Gianpiero Balestrieri Executive Director District of Columbia Retirement Board 900 7th Street, NW, 2nd Floor Washington, DC 20001

Dear Mr. Balestrieri:

The attached report contains the certified results from the special election for the Active Firefighter Trustee for the District of Columbia Retirement Board.

Thank you. It has been a pleasure working with you.

Sincerely yours,

Chris Backert

**CEO** 

Election-America, Inc.

Mi Boshet





Per the DCRB election rules Section 1520.8, below are the results:

- (a) Votes were cast by paper ballot, by telephone, and by internet.
- (b) Ballots cast and counted for each candidate are as follows:

Race	Candidate	Votes
Active Firefighter Trustee	Christopher Finelli	372
	Joshua Taborn	59
	David C. Auerbach	56

- (c) Total number of ballots issued were 1,870 original plus 70 replacement ballots plus 0 provisional ballots for a total of 1,940.
- (d) There were 70 replacement ballots issued and no provisional ballots issued.
- (e) The total number of ballots issued, but not cast was 1,453 (1,870 original ballots plus 70 replacement ballots less 487 ballots cast).
- (f) Total number of ballots cast and counted was 487.
- (g) The total number of ballots cast in each method of balloting:

Votes by Method						
Internet	Paper	Phone	Total			
257	163	67	487			

- (h) There were no blank ballots returned.
- (i) There were no ballots returned and invalidated or voided:
  - There were no overvotes (meaning a voter selected more than one candidate).
  - There were no duplicate ballots.
- (j) There were no claims of discrepancy or error in the counting of the ballots made during the balloting process.
- (k) Christopher Finelli is the winner of the election.

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# DISTRICT OF COLUMBIA RETIREMENT BOARD ELECTION MOTION

# **MOTION**

To certify Christopher Finelli as the winner of the 2021 Active Firefighters election

PRESENTED TO THE BOARD ON MARCH 17, 2022.

900 7<sup>th</sup> Street, NW, 2<sup>nd</sup> Floor Washington, DC 20001



Telephone (202) 343-3200 Facsimile (202) 566-5000 E-mail: dcrb@dc.gov

# EXECUTIVE DIRECTOR'S REPORT March 17, 2022

- 1. HR Update:
  - a. Positions filled YTD 2022
  - b. Offers accepted and pending
  - c. Vacancies to fill
  - d. Other
- 2. Performance Hearing Follow Up
- 3. Budget Hearing
- 4. Finance
  - a. Procurement
  - b. Investment Fee Validation RFP
  - c. Other
- 5. Investments
- 6. Benefits

DISTRICT OF COLUMBIA RETIREMENT BOARD  Training & Travel Report  (For the Period of February 17, 2022 thru March 17, 2022)								
Name	Description	Sponsor/Vendor	Location	From D	ates To			
Trustees	•							
No Trustee Travel								
Staff								
No Staff Travel								

# No Written Report Provided



Telephone (202) 343-3200 Facsimile (202) 566-5001 E-mail: dcrb@dc.gov

To: BOARD OF TRUSTEES

FROM: JOSEPH BRESS

**INVESTMENT COMMITTEE CHAIR** 

**DATE:** MARCH 17, 2022

SUBJECT: INVESTMENT COMMITTEE REPORT

The Investment Committee met on Thursday, March 17, 2022. The official actions taken at this meeting are presented below for ratification by the full Board.

- 1. To approve the termination of **Bridgewater Pure Alpha** and to reallocate the target allocation to Absolute Return (2%) in equal parts to Real Estate (1%) and U.S. TIPS (1%).
- To approve a re-commitment of up to €60 million (~\$75 million) to Aermont Capital Real Estate Fund V, a European real estate fund, subject to legal review and further due diligence.
- 3. To approve a re-commitment of up to \$75 million to **Technology Crossover Ventures Fund XII**, a global growth equity fund, subject to legal review and further due diligence.
- 4. To approve a change in the Board's Proxy Voting Policy to require companies to have at least three diverse directors (by gender or ethnicity).



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To: BOARD OF TRUSTEES

FROM: NATHAN A. SAUNDERS, CHAIR

**DATE:** MARCH 17, 2022

SUBJECT: OPERATIONS COMMITTEE REPORT

### **Chair Comments**

The Operations Committee did not meet this month.

# **Next Operations Committee Meeting**

The next Operations Committee meeting has not yet been scheduled.

\*\*\*\*\*

This concludes my committee report.



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To: BOARD OF TRUSTEES

FROM: TRACY S. HARRIS, CHAIR

**DATE:** MARCH 17, 2022

SUBJECT: AUDIT COMMITTEE REPORT

The Audit Committee met on March 11, 2022 and the following items were presented:

- Accounting services and support needs from Crowe LLP
  - A request to modify the option year requirements of the Crowe LLP contract to facilitate the continuance of the financial and operations improvements, and implement mitigation strategies to address the risk areas identified in the FY21 report was presented and approved by the Audit Committee.
  - There is an action item related to this request for the Board to approve Motion attached.
- The budget vs actual report as of February 28, 2022
  - o DCRB expenditures continue to be within budget and 75% of the original budget is available.

The next Audit Committee meeting will be held on April 8, 2022.

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# **DISTRICT OF COLUMBIA RETIREMENT BOARD**

# **MOTION:**

To authorize the Executive Director to modify the option year requirements with Crowe LLP for required accounting services and support for an amount not to exceed  $\$500,\!000$ .



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To: BENEFITS COMMITTEE

FROM: MARY COLLINS, CHAIR

DATE: MARCH 17, 2022

SUBJECT: BENEFITS COMMITTEE REPORT

The Benefits Committee did not meet this month. Please note that this report only highlights the current projects of the Benefits Department. The monthly statistics are not available until the 10<sup>th</sup> of each month, and they go through a process of review before they are published. The final statistics are not included in this report at time of this publication but will be included in the Diligent Application before the Board Meeting.

### **Operational Projects**

**Benefits Statements** - The Benefits Statements (Statements) project kicked off this month, slightly behind schedule due to securing of full-time DCRB procurement staff to guide us through our options in the Bolton contract. We anticipate that active members will be mailed the Statements in early June. Like last year, additional communication and copies of the statements will be provided to the three Human Resources Departments. DCRB will also be updating our website to announce the date that these Statements will be mailed and to provide answers to common questions about this project.

**Annual Income Verification** - Each year, certain disabled participants are required to verify their income to ensure that any required adjustments to their annuity amounts can be made. We have begun the process for this year, and we sent out notifications to the covered population of participants (70) in early March. The due date for member compliance with this project will again be May 31<sup>st</sup>, with a non-compliance suspension date of August 1, 2022.

Annuitant Self Service - The full launch for the annuitant Self Service Project is scheduled for Monday, April 4, 2022. The first group that will be allowed to access the self-service portal will be retired members of the Fire and Emergency Medical Services Department receiving a pension through DCRB. Treasury's Office of DC Pensions has agreed to mail out correspondence to these members (approximately 2,000) at the end of March, and DCRB is staffing up our call center in anticipation of increased call volume. DCRB will update the website with communications, FAQs, help guides, and other important links. DCRB will also reach out to member groups and update communications to new retirees so they will know this is now an option available to them. In May and June, the same communications and final roll-out for self-service will be offered to Police and Teachers, respectively.

*Annual COLA Process.* In close coordination with our partners at ODCP and DCHR, the COLAs were successfully implemented in March and members will receive increases to their annuity on April 1, 2022. Additional information about the adjustments can be found at <a href="https://dcrb.dc.gov/release/2022-cola-notices-dc-public-school-teachers-police-officers-and-firefighters-are-available">https://dcrb.dc.gov/release/2022-cola-notices-dc-public-school-teachers-police-officers-and-firefighters-are-available</a>.

### **Organization Outreach**

**Retired Firefighter's Association (Association) of Washington DC** – The Pension Administrator met with the association members at their monthly meeting on March 7, 2022. Topics such as new technology being launched to help members, interrelations between the Association and other District agencies, and member questions were addressed. As new member tools are launched, communication and outreach will continue with the Association.

**District of Columbia Human Resources** – Two meetings were held this month with DCHR to discuss their role and clarification of rules for healthcare issues. At these meetings, member issues regarding coverage were resolved and clarity related to each agency's responsibly regarding roles and rule interpretation/autonomy were discussed.

**District of Columbia Public Schools (DCPS)** — Meetings were held this month to discuss the departure of two key members of the DCPS staff and the impact of those departures on DCRB. We will continue to work to support DCPS and DCHR is also involved in these conversations. In addition to supplying information to DCRB in a timely manner, member communications at hire and offboarding continues to be areas in need of improvement at DCPS.

*Fire and Emergency Medical Services (FEMS) New Hires Orientation* – DCRB has continued our information sharing partnership with DC FEMS Human Resources and on Monday, March 14, 2022, DCRB staff virtually presented a retirement plan overview and other benefit information to FEMS new employees who were physically located at the Fire/EMS Training Academy.

### **Organizational Support**

We are continuing to complete the vacancy backfill activities for the Benefits Department, with four positions remaining:

- Benefits Assistant
- Deputy Chief Benefits Officer
- Retirement Analyst
- Member Services Supervisor

### New staff this Month

- Akua Danqua, Retirement Analyst
- Pamela Dickerson, Member Services Representative
- Ashley Wood, (3/8), Contractor Member Services Representative
- Meko Frye (3/14), Contractor Member Services Representative
- Kamerin Harris (3/14), Contractor Member Services Representative

### **Promotions:**

- Giovanni Marshmon has been promoted from Sr. Retirement Analyst to Retirement Services Manager
- Jennifer Willis has been promoted from Member Services Representative to Lead Member Services Representative

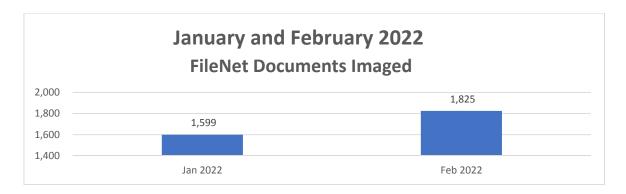
February 2022 Benefits Statistics – Member Services



*Member Services Requests.* Statistics reflect Member Services Center requests other than phone calls, including e-mails or web form inquiries, and annuitant maintenance tasks.



*FileNet Documents Imaged.* Statistics reflect documents that have been imaged, including indexing, as required for processing and archiving.



# February 2022 Benefits Statistics – Retirement Services

FEB. 20	022
110	
	19
	52
	39
	110
01	

\*INCLUDES PROCESSING OF OFFCYCLE CASES FROM THIS POINT

Cases include only new optional and survivor annuities. Last January and February, the total cases processed were 86 and 87, respectively. A large increase in Fire and Police retirements from this December and January.

MONTH/YEAR	CALENDAR DAYS FROM RECEIVING	WORKDAYS FROM RECEIVING	FROM RETIREMENT DATE
	COMPLETE	COMPLETE	
	PACKAGE	PACKAGE	
January 1, 2022	66 DAYS	48 DAYS	157 DAYS**
February 1, 2022	68 DAYS	49 DAYS	140 DAYS**
November 2021	54 DAYS	34 DAYS	122 DAYS*
December 2021	64 DAYS	47 DAYS	105 DAYS*

<sup>\*</sup>The large volume of cases delayed due to additional information needed has negatively impacted this number. Members were 90 days in November and 98 in December; these numbers continue to be negatively impacted by large volumes and lack of 2 retirement analysts.

<sup>\*\*</sup> Number affected by survivors whose BCD were 3 months or more before receipt of Board Order

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To: BOARD OF TRUSTEES

FROM: LYLE BLANCHARD, CHAIRMAN

DATE: MARCH 17, 2022

SUBJECT: LEGISLATIVE COMMITTEE REPORT

The following report reflects activities of interest since the February 17, 2022 Board Meeting:

### COUNCIL OF THE DISTRICT OF COLUMBIA

### LEGISLATION AND REGULATIONS

### B24-0071, "Pension Exclusion Restoration and Expansion Act of 2021"

Status: Introduced February 12,2021, this proposal would increase the District of Columbia pension income exclusion for District residents who receive a retirement annuity from the District or the Federal Governments, including the military. The increase would be from \$3,000 to \$10,000 for annuitants aged 62 through 64, and a \$20,000 exclusion for annuitants aged 65 and older would be added.

A public hearing was held March 14, 2022, by the Committee on Business & Economic Development.

### RESOLUTIONS

### Ceremonial Resolution 24-127, "Edward C. Smith Recognition Resolution of 2022"

This resolution recognizes, honors, and celebrates Edward C. Smith, a retired firefighter from the D.C. Fire and Emergency Medical Services Department and a former DCRB Trustee (69 DCR at 1291 (2/18/22)).

### HEARINGS

DCRB's annual budget hearing is scheduled for Tuesday, March 22, 2022, under the Committee of the Whole, Chairman Phil Mendelson.

DISTRICT OF COLUMBIA REGISTER

VOL. 69 - NO. 7

**FEBRUARY 18, 2022** 

### ENROLLED ORIGINAL

### A CEREMONIAL RESOLUTION

### 24-127

### IN THE COUNCIL OF THE DISTRICT OF COLUMBIA

### February 1, 2022

To recognize, honor, and celebrate Edward C. Smith for his exemplary service and contributions to the District of Columbia and its residents, on the occasion of his retirement from service to the Fire and Emergency Medical Services Department.

WHEREAS, Edward C. Smith was appointed as a firefighter to the Fire and Emergency Medical Services Department ("FEMS") in August 1992 and assigned to Engine Company 10, a busy firefighting company known as the "House of Pain", located in the Trinidad community of Ward 5;

WHEREAS, in 1997, Edward C. Smith was promoted to Wagon Driver, in 1999, he achieved the rank of Sergeant, and in 2002, he earned the rank of Lieutenant;

WHEREAS, in 2003, Edward C. Smith achieved the rank of Captain, a position he would hold for 13 years;

WHEREAS, he served as Captain at Rescue Squad 1 in the Chinatown neighborhood for more than 9 years;

WHEREAS, in 2008, Edward C. Smith was first elected to serve as the Active Firefighter Trustee to the District of Columbia Retirement Board, a position in which he would serve for 3 terms;

WHEREAS, in 2011, Edward C. Smith was first elected President of the International Association of Firefighters, Local 36 AFL-CIO, a position in which he would also serve for 3 terms;

WHEREAS, during his tenure as President of Local 36, he advocated fearlessly and tirelessly for his members' safety and welfare, and he worked closely and collegially with then-Chief Gregory Dean, the FEMS leadership team, and the Council to implement historic changes and innovative policies that have stabilized and improved FEMS;

1

**FEBRUARY 18, 2022** 

#### ENROLLED ORIGINAL

WHEREAS, as President of Local 36, he oversaw a historic arbitration that resulted in a change in the calculation of overtime benefits for his members, and the implementation of this litigation resulted in a large backpay payout to his membership;

WHEREAS, in September 2016, Edward C. Smith attained the rank of Battalion Chief;

WHEREAS, he served at that rank with the Special Operations Battalion, which responds to technical rescues and hazardous materials incidents across the District;

WHEREAS, in August 2019, Edward C. Smith was promoted to Deputy Fire Chief of the Training Division, where he oversaw the Training Academy and prioritized fireground back to basics training and safety initiatives, such as improved driver safety training;

WHEREAS, in 2020, Edward C. Smith was promoted to Assistant Fire Chief of the Professional Development Bureau, which includes the Human Resources Division, Payroll and Compliance offices, Professional Standards Division, Training Division, and the Medical Services Division;

WHEREAS, as Assistant Fire Chief for Professional Development, he oversaw the expansion of FEMS' O2X program, which supports members' wellness through fitness, nutrition, mental health trainings, and resources;

WHEREAS, on December 18, 2021, Edward C. Smith retired from FEMS after almost 30 years of service; and

WHEREAS, Edward C. Smith is known to all as a skilled, caring, and passionate firefighter, colleague, and leader.

RESOLVED, BY THE COUNCIL OF THE DISTRICT OF COLUMBIA, That this resolution may be cited as the "Edward C. Smith Recognition Resolution of 2022".

Sec. 2. The Council of the District of Columbia recognizes, honors, and celebrates Edward C. Smith for his exemplary service and contributions to the District of Columbia and its residents, on the occasion of his retirement from service to the Fire and Emergency Medical Services Department.

Sec. 3. This resolution shall take effect immediately.

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# DISTRICT OF COLUMBIA RETIREMENT BOARD

# MOTION:

TO ENTER CLOSED SESSION TO DISCUSS PERSONNEL MATTERS PURSUANT TO D.C. CODE § 1-909.05(E); SEE ALSO D.C. CODE § 2-575(B) (10)).

PRESENTED TO THE BOARD ON MARCH 17, 2022.